

# Arizona Children's Executive Committee (ACEC) Meeting Minutes

**Thursday, February 28, 2008**  
**1:00 PM – 3:00 PM**  
**MIKD**  
**755 E. Willetta**  
**Phoenix, AZ 85006**

|                               |                       |                       |                          |                       |
|-------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| <b>Members Present</b>        | Mary Hauk – CPSA      | Larry Starks – ADJC   | Rudy Mayfield- JPO       | Terri Kang - Magellan |
| Michelle Flatbush – Cenpatico | Laura Henry – DBHS    | Vicki Johnson – MIKID | Bill Callahan - AOC      | Joan Grey- Gila River |
| Bettie Jordan – Parent        | Pat Hunt – Magellan   | Jytte Methmann -DBHS  | Wayne Goulet - DBHS      |                       |
| Kelly Brown – NARBHA          | Cynthia Henry – DBHS  | Tyrone Peterson – DDD | Steve Tyrrell - AOC      |                       |
| Laura Nelson – DBHS           | Amy Winterberg -DBHS  | Anne Rock – DBHS      | Julia Nez - Pascua Yaqui |                       |
| Sherry Candeleria-FIC         | Mike Carr-DCYF        | Steve Lazere- DBHS    | Jane Kallal -FIC         |                       |
| Dan Wynkoop – BHPC            | Jennie Lagunas – DBHS | Joann Hatton - DBHS   | Bob Klaehn - DDD         |                       |

| ITEM                                    | DISCUSSION   | FOLLOW –UP<br>ITEMS | PERSON<br>RESPONSIBLE |
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| Welcome/Introductions                   | Participants were welcomed, introductions given. Dr. Nelson stated that she and other ACEC members will not be able to attend the March meeting due to a scheduling conflict. She recommended discussing this at the end of the meeting.   | None                | NA                    |
| Review of Minutes from 12/06/07 meeting | The minutes were approved as written.  |                     |                       |
| <b>Old Business/Follow-Up</b>           |  |                     |                       |
| ACEC Strategic Plan                     | <p>This was revisited to get an update on Goal Two and open up discussion on the strategic plan to address any issues or concerns that may exist. Some ACEC members stated that the strategic plan developed at the Retreat is very different from the current strategic plan. It was decided to review the current strategic plan along with the original strategic plan from the Retreat.</p> <p><u>Goal One</u><br/> <b>Improve communication within the ACEC structure and between the ACEC and other community entities</b></p> <p><i>Strategy One: Increase community awareness of ACEC activities</i></p> <p>One of the tasks in the original goal was to develop a website or webpage. There are concerns about a lack of resources to pursue this. This task was removed from the strategic plan.</p> <p>There was discussion involving the task of developing a quarterly newsletter. The Clinical Subcommittee expressed concerns that this task was not the right fit for this subcommittee. It was decided that the</p> |                     |                       |

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|  | <p>Clinical Subcommittee will not be assigned this task. Dr. Nelson indicated that Laura Henry will be the lead on the newsletter and will handle editor responsibilities.</p> <p>It was recommended that the newsletter be produced quarterly and distributed electronically with each of the four subcommittees providing content for the newsletter along with a youth piece component. It was suggested that articles be short, share successes, and provide the ability of community, parents and provider to submit articles too.</p> <p><i>Strategy Two: Enhance the information flow among the ACEC, State agency directors and local councils/community groups in order to improve systems effectiveness and outcomes</i></p> <p>Jennie has made additions to the inventory matrix. Dr. Nelson thought that the ACEC meeting minutes or newsletter should be provided to the councils or groups on the matrix to let them know what is going on with the ACEC. It was suggested that our members periodically check the websites of these council or groups as well.</p> <p>There was discussion regarding the development of the Issue Paper template, which is a way of elevating communications that the ACEC considers significant to agency directors in a more formal professional manner. A template had been provided at the December 2007 meeting. ACEC members were asked if this type of process needed to be utilized when issues at the local level are elevated to the ACEC. It was decided that RBHA barriers committees and other collaborative need to elevate issues as they currently are, ensuring that the issue is fully understood. It was recommended that the newsletter have the ability to have a "drop box" where barriers could be collected.</p> <p>Dr. Nelson indicated that David Barnhouse and Angie Rodgers from the Governor's office are now receiving the ACEC minutes.</p> <p>The original strategic plan had a third strategy, connect the ACEC to other committees in order to share successes, best practices, committee missions, etc. It was determined that strategy one and two, with some modifications, adequately addresses the tasks outlined in this strategy.</p> <p><u>Goal 2</u></p> |  |  |
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|  | <p><b>Eliminate system barriers to accessing care for children and families with behavioral health needs by developing actions to address identified system barriers</b></p> <p>An update on the revamped Goal Two was provided. It was explained that not all of the original members from this Goal were present when this group reconvened.</p> <p><i>Strategy One: Train and educate clinical staff across systems to better understand and treat "Specialty Populations".</i></p> <p>Dr. Klaehn explained that the focus around Goal Two at the Retreat centered on Child and Family Teams and the difficulties they experience in having enough information to make useful decisions, and figuring out how do get technical assistance to the CFT versus providing training to better understand and treat Specialty Populations that is outlined in the current strategic plan.</p> <p>It was explained that current strategy one does not call for developing training, but rather getting a list of what providers are offering and making their trainings available to other system partners.</p> <p>Suggestions included creating a crosswalk of the different trainings across system to ensure that there is no duplication of effort, a roster of upcoming trainings so people could register to attend trainings of interest, utilizing RBHA trainings and trainings offered by the community, and on-site technical assistance, coaching or supervision when necessary.</p> <p><i>Strategy Two: To establish a process to discuss case specific concerns in an effort to identify system barriers to effective behavioral health services for children</i></p> <p>This process is focused on specific examples where barriers across system exist. It is not trying to second guess the clinical judgment. It also includes looking at challenging cases where cross collaboration has been successful. It involves developing an actual process as to how cases are selected, address issues of confidentiality, etc. This is assigned to the Clinical Subcommittee</p> <p>The Goal Two workgroup will reconvene.</p> |  |  |
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|  | <p><u>Goal 3</u><br/> <b>Develop a systematic process to ensure Child and Family Teams are addressing the education of children with behavioral health needs in a meaningful way, statewide.</b></p> <p>The three strategies from the original plan are the similar to the strategies from the current plan. The original plan language identified the strategies as "designing and implementing a campaign" where the current language reads "designing and implementing a curriculum". There were concerns at the Retreat that this was coming on the heels of the Meet Me Where I Am campaign. It was recommended that this be looked at further</p> <p>Jytte Methmann provided an update from Kim Skrentney regarding the Training Subcommittee (see Training Subcommittee updates)</p>               | Make modifications to the ACEC Strategic Plan | Steve Lazere |
| Kids in Detention Update   | A draft pilot proposal handout was provided. James de Jesus (DBHS), Steve Tyrell (AOC), Mark Koch (AOC) and Julie Swenson (AHCCCS) are working on this. A letter was drafted regarding two proposals that are being made to their respective administrators to address this issue. Waiting for feedback regarding this letter currently.  |   |              |
| <b>Other Updates</b>   |   |   |              |
| <b>State Infrastructure Grant/Substance Abuse Coordination Grant (SIG/SAC) Updates</b> | The SIG and SAC grant supports the training efforts identified in the ACEC. The grant also supports some of the work that MIKID and the Family Involvement Center are doing. Vickie talked about the Summit on Family Involvement and Adolescent Substance Abuse Treatment in August 2007. She also talked about focus group with parents and children that are occurring at Cactus High School. Talking with Magellan to see if an agency would run a treatment group in the school. The next meeting is April 4 <sup>th</sup> at Family Involvement Center. Bettie Jordan talked about the Dare To Be Different Conference in Tucson in March. Jytte added that a Substance Abuse conference is being planned for the Fall and John Vanderberg will be returning to provide some advanced CFT coaching. |   |              |
| <b>Best Practices Advisory Committee</b>   | No updates. Next meeting is March 2008. Dr. Goulet will be chairing future meetings   |   |              |
| <b>JK Settlement/Children's</b>  | No updates  |   |              |

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| <b>System of Care Subcommittee Updates</b>     |  |  |  |
| <b>Clinical Subcommittee</b>                   | The Clinical Subcommittee had few attendees at the last meeting and it was decided to wait till their next meeting to address committee work.  |  |  |
| <b>Family Involvement Subcommittee</b>         | Working on the educational goal of training parents on special education FIC had sponsored a three-part series on special education. The sessions were not well attended. Running a pilot on April 1 where internet training will be provided at five sites around the state. There will be a facilitator at each site. A small amount of time will be spent on special education with the rest of the time devoted to Q & A. If this model works, the thinking is to provide training twice a year. The SAC grant provided funding to this Committee to develop a curriculum on substance abuse. The group is interested in doing training on CD.   |  |  |
| <b>Adolescent Substance Abuse Subcommittee</b> | The Subcommittee met recently and talked about workforce development, the tool that was developed by staff at DBHS to evaluate the quality of substance abuse programs, and that this Subcommittee was not identified with any task in the ACEC Strategic Plan. She requested that perhaps at the next meeting there be some discussion about this.  |  |  |
| <b>Training Subcommittee</b>                   | The group has met twice since late December and has been working on developing a workplan that addresses how to operationalize Goal 3, Strategy 3 which is designing and implementing a curriculum targeted at educating the BH system about educational processes and the role of educators on CFTs. To date, objectives have been developed for curriculum that addresses specific educational processes, how to facilitate school involvement in the CFT, joint planning and roll out of training. This group is meeting monthly with almost half of the workgroup being members from the educational system. The group is actively recruiting representatives from the Charter School component of the educational system. |  |  |
| <b>RBHA and Other Agency Updates</b>           |  |  |  |
| <b>CPSA</b>                                    | Mary Hauk provided an update on the Meet Me Where I Am Campaign Working on hiring staff and getting them trained, training family members, and creating provider lists for staff.  |  |  |
| <b>Cenpatico</b>                               | Michelle Flatbush provided an update on the Meet Me Where I Am campaign. There are Five Generalist that are covering the GSA and have asked that they come up with a work plan as to how they were   |  |  |

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|                     | going to make it happen. Developed a template for the Cause for Celebration campaign around the Meet Me Where I am Campaign   |  |  |
| <b>Magellan</b>     | Terri Kang provided an update on Meet Me Where I Am Campaign. Process of implementing their design plan. Developed a training subcommittee that is working on providing training to staff regarding direct supports |  |  |
| <b>NARBHA</b>       | Kelly Brown provided an update on Meet Me Where I Am campaign. Implementing plan with three demonstration sites and providing training and technical assistance to the sites  |  |  |
| <b>Gila River</b>   | Joan Grey provided an update. They have beought on two agencies to provide direct support services.   |  |  |
|                     | Jytte reported that nine training modules has been developed around the Meet Me Where I Am campaign and can be located at mmwia.com   |  |  |
| <b>Next Meeting</b> | Steve Tyrrell will chair the next meeting   |  |  |
| <b>Adjourn</b>      | <b>Next meeting: March 27th at AOC</b>  |  |  |